

# Arms Storage Facility Certification

\_\_\_\_\_  
(Date)

TO BE COMPLETED BY LOCAL LAW ENFORCEMENT AGENCY

Address of Arms Storage Facility: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I, \_\_\_\_\_, acting for and on behalf of  
(Printed Name and Rank of Inspecting Officer)

\_\_\_\_\_, certify that:  
(Law Enforcement Agency)

1. \_\_\_\_\_ The arms storage facility meets the requirements found in the attached physical security checklist.

2. \_\_\_\_\_ The arms storage facility does not meet the requirements found in the attached physical security checklist. However, it is the opinion of this agency, the current physical security measures are adequate for this arms storage facility. (Please annotate on reverse side those requirements the arms storage facility does not meet).

3. \_\_\_\_\_ The arms storage facility does not meet the requirements found in the attached physical security checklist and/or does not meet local security requirements. Do not recommend/allow the storage of weapons at this facility.

SIGNATURE: \_\_\_\_\_

NAME: \_\_\_\_\_  
(typed or printed)

TITLE: \_\_\_\_\_

AGENCY ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

BUSINESS PHONE: \_\_\_\_\_

**SUBMIT TO: UNITED STATES ARMY, TANK-AUTOMOTIVE AND ARMAMENTS  
COMMAND, AMSTA-LC-CID, WARREN, MI 48397-5000**

## Physical Security Checklist for Ceremonial Rifles

1. The following checklist is provided to assist local law enforcement agencies with the certification of arms storage for those organizations with ceremonial rifles or requesting ceremonial rifles. This guidance is based on AR 190-11. Physical Security of Arms, Ammunition, and Explosives (AA&E). The weapons donated are classified as Category IV weapons.
  - a. Doors, windows, and other openings. At a minimum, doors will be constructed of 1 ¾-inch thick, solid, or laminated wood, or be of standard 1 ¾-inch thick hollow metal, industrial type construction with minimum 16-gauge thickness and equipped with a secure locking device. Windows, ducts, vents, or similar openings of 96 square inches or more with the least dimension greater than six inches will be equipped with the following:
    - (1) Three-eighth inch or larger hardened steel bars provided the vertical bars are not more than four inches apart with horizontal bars welded to the vertical bars so that the openings do not exceed 32 square inches.
    - (2) Number eight gauge high carbon manganese steel mesh with two-inch diamond grid.
    - (3) Number six gauge steel mesh with two-inch diamond grid when number eight in (2) above, is not available.
    - (4) Bars or steel mesh will be securely embedded in the structure of the building or welded to a steel frame that will be securely attached to the wall with fastenings inaccessible from the exterior of arms storage facility.
  - b. A security or guard patrol will check the building for arms that are stored in unmanned facilities not equipped with an intrusion detection system at irregular intervals not to exceed 24 hours. Liaison will be established with local civil police agencies to ensure that periodic surveillance is conducted.

- c. Within the arms storage facility, weapons will be stored in metal containers or arms racks. Approved metal wall lockers or metal cabinets may be used. Containers, cabinets, lockers, or arms racks will be locked to prevent weapon removal without leaving visible signs of tampering. Screws, bolts, hinges, and other fastening hardware will be made to prevent disassembly, e.g. bolts and hinge pins spot welded or brazed to prevent easy removal. Arms racks, containers, cabinets, or lockers weighing less than 500 pounds will be securely fastened to the structure. Chains used to secure racks, containers, etc. will be heavy duty hardened steel, welded straight links steel, galvanized of at least 5/16-inch thickness or of equivalent resistance.
- d. Tools such as hammers, bolt cutters, chisels, crowbars, hacksaws, and similar items which could be used to gain unauthorized access should be removed from the vicinity of the arms storage room.
- e. Key and lock control procedures will be established. AR 190-11, paragraph 3-8 provides regulatory requirements. Highlights of key and lock control requirements include: development of a key control register and inventory, appointment of a key and lock custodian, authorization roster for signing out keys, key container specifications, lock specifications, and protection of combinations.
- f. Personnel having access to the arms storage facility should be kept to a minimum. A current roster of people with authorized access to the facility should be maintained. A security screening process should be developed to determine trustworthiness and reliability of those individuals assigned duties involving control and accountability of the weapons. Recommend local law enforcement authorities be contacted for assistance.

2. Lost, stolen, or missing weapons. An investigation will be made of lost, stolen, or missing arms to determine the circumstances surrounding the loss or the theft and to fix responsibility as necessary. As soon as a loss or theft is discovered, notification to the local law enforcement authorities AND the TACOM Donations Program Group at (810) 574-6943/6182 will be made. The notice will be as complete as possible but will not be delayed because of incomplete data.

### **Acceptable methods of storage include:**

- a. In a room secured with barred or no windows and a double lock.
- b. In a locked gun cabinet/safe not located in a public access area.
- c. In a glass faced locked cabinet, which requires a chain interlocking the trigger guards to the cabinet/wall.
- d. In a gun rack located in a secure room with an interlocking chain secured to the wall.

### **Unacceptable methods of storage are:**

- a. In a private residence.
- b. In a gun cabinet in a public access area (club bar, etc.)
- c. In a glass faced cabinet without additional security.
- d. Displayed openly to the public.